



Budget Results Council
MEETING NOTES
February 17, 1999
Forrestal Building
Washington, D.C.

Attendees: Wendy Bechdel-SNL, Dan Becker-WSRC, Jeffrey Fernandez-LLNL, Tom Foley-DOE/CH, Buddy Garland-EE, Jerry Hammond-DOE/AL, Kay Hansen-DOE/OH, Bill Lloyd-DOE/ID, Joann Luczak-DOE/HQ, Brian Morishita-INEEL, John Pescosolido, SRO, Mike Tiberio-NETL

Unable to attend: Eli Bronstein-EM, Ralph Delorenzo-SC, Janet Hogler-NETL, Edward Knuckles-DOE/OH, Tony Lane-DP, Greg Turner-ORNL

- **BRC Charter/Restructuring.** It was recognized that there was a need to restructure the composition of the BRC. With the restructuring of the BRC it was also determined that there was a need for HQ advocacy of BRC initiatives. An overarching goal of the BRC would be to help Pat Hodson get her job done. The BRC needs to find out what the CFO's needs are. In the past two issues that the BRC assisted with are budget validation and uncoded obligations balances.

In the BRC mission statement it was proposed that it might include the following points:

- Assistance to HQ
- Assistance to the field offices.
- Sounding board
- Budget Communication
- BMIS Phoenix project

The mission of the BRC should focus on the advisory role of the Council. A major change in the BRC Charter is the removal of the program element. PSO involvement with the BRC would occur only on an "as needed" basis.

Action: Members were asked to review the proposed charter and send feedback to Pesco who will incorporate the changes.

- **President's Management Agenda.** Does the BRC have a role in changing scorecard results and if so, what? Two key areas identified are financial management and budget performance integration. Developing valuable performance metrics and integration of metrics are two key issues that Dr. Carnes is focusing on.

- **Mid-year Review.** The budget analysis organization at HQ would review execution, schedule, costs, and spending dollars. It would occur in mid-April and the results would be presented to Dr. Carnes.

Action: Joann will provide a guidance letter to Pesco who will distribute it.

Maybe the BRC could look at what an AFP should look like and what it should include? 100% funding, apportionments and holdbacks, BRC could provide advice on these issues. Have to be assured of steady level of funding for big ticket items – maybe this could be something that the BRC could take on. Can the BRC energize the process of the discretionary usage column? Focus on (1) Wider distribution and (2) greater explanation of discretionary table funding.

Financial Management. The BRC might be of assistance with the tracking of costs by defense acquisition system.

Action: Members were asked to review the scorecard and see if there are areas where the BRC could help.

- **Safeguards and Security.** A need to understand how S&S charges are made was identified. Definitional issues and how to clarify existing definitions are the main issues. Management of the S&S budget – running out of money is a problem.

Action: Two volunteers will develop examples against the definitions and will use B&R definitions and show concerns and conflicts.

- **IGPP Policy Changes.** BRC's recommendation was turned over to HQ-OECM for review. OECM is leaning in direction of adopting most of the BRC recommendations through the FY-2004 budget. After this (FY-2005) landlords would fund IGPP.
- **Other BRC Initiatives.**

- ◆ Reprogramming process reengineering recommendation was submitted in October but to date no response. Joann identified the following problems/issues associated with the current process. (1) too much time spent obtaining buy-in at HQ. (2) letters are poorly written. (3) OMB requires 30-45 days to review.
- ◆ Travel ceiling management. Contractor travel ceilings are imminent. BRC travel ceiling management recommendation that was submitted included (1) how to control the ceiling and (2) how to move dollars between contractors.

Action: Joann will status the recommendation and Jerry will provide copies of the recommendation to all the meeting attendees and BRC members.

- **Financial management training.** A survey of financial management training throughout the DOE complex was conducted and a review of the training is underway. A presentation at the FMSIC/BRC Annual Conference will be made by Tom Foley on

this topic. The FMSIC Clearinghouse website will be used to display training related information.

- **Future BRC Endeavors.** (1) Charter revision. (2) Create a set of performance initiatives in the budget area. Prepare a task/project description and then have Jim Powers review.

Action: Joann would be willing to take the lead on this effort if Jim Powers agrees.

(3) How do we work under apportionments, holdbacks and what changes to the AFP process might help?

Action: Pesco will develop a task description to address these.

(4) S&S.

Action: Pesco will develop a task description to address this.

(5) Pesco will set up a conference call to discuss the President's Management Agenda and to discuss the scorecard and possible BRC involvement. (6) Environmental liability audits – is there a role the BRC could have particularly in collaboration with FMSIC?

- **Election of BRC Co-Chair.** Deferred until a later date.
- **FMSIC/BRC Annual Conference.** Will be held March 27-28, 2002, Hyatt Regency Bethesda, Bethesda, MD. Pesco will be presenting a BRC update and Tom Foley will present on the BRC training survey. A meeting room has been reserved for the BRC on Wednesday, March 27, 3:00 – 5:00 p.m., Hyatt Regency Bethesda, should the BRC decide to meet during the conference.